

# PARISH OF ST. JOHN AND ST. LUKE, CLAY HILL

## Minutes of the meeting of the Parochial Church Council on Tuesday 11 February 2025 in St Luke's Church

### Present:

Mthr Mitzi James, Fr Jeremy Foot, (chair), Paul Bates, Marion Berry, Ian Buswell, Mary Englefield, Cheryl Graham, Heather Livermore (secretary), Peter Livermore, Michael Mansfield, , Annie Tucker, John Wright and Joan Young

Item		Action by
1	<p><b>Apologies for absence</b> Elaine Plumb, Doreen Addy, Jack Williams</p>	
2	<p><b>Minutes of previous PCC meeting</b> Minutes of the previous PCC meeting held on 21 November 2024 were approved by the PCC and signed by Fr Jeremy.</p>	
3	<p><b>Actions and Matters Arising</b> There were no Actions or Matters Arising.</p>	
4	<p><b>Future Services</b> Mthr Mitzi and Fr Jeremy have agreed Easter services. Ash Wednesday 9:15 am at St John's; School Service 2pm at St Johns and 7.30pm at St Lukes During Holy Week there will be a variety of services through the week which should appeal to most people. On Maundy Thursday there will be a washing of feet service and a vigil. On Good Friday there will be a Children's service of Stations of the Cross at 11am and a Liturgy service at 2pm at St Luke's. There is an Ecumenical service at 10.30am in Enfield Town. Palm Sunday will start at St Luke's with a procession through Hilly Fields to St John's. Pancakes party could be considered for Shrove Tuesday. All the dates will be put out very soon. There is a choral evensong at St John's on 30 March – Mothering Sunday. Nathan and the choir hope to have a choral evensong four times a year Cheryl suggested an alternative to Halloween and we could have a Light Party instead.</p>	<p>Clergy</p> <p>CG</p>
5	<p><b>Preparation for Annual Meeting</b></p>	
5.1	<p>The date of the Annual Meeting is Sunday 18 May after the Church Service at St Luke's.</p>	
5.2	<p>Approval of the PCC accounts for 2024, the accounts have been agreed by the Independent Examiner. The overall deficit is £30k which includes the building works and assets fell to 60%. £30k needs to be kept in reserve for any emergency repairs. The deposit account has just under £4k. Income has increased but the Stewardship is down. Some service collections have increased thanks to the</p>	

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	<p>Contactless Tin. Five people give 50% to the Stewardship and they are elderly. John was thanked for his work on the accounts.</p> <p><b><u>Agreed:</u></b> The PCC accepted the Accounts for the year ended 31 December 2024.</p> <p><b><u>Action:</u></b> Mthr Mitzi signed the accounts</p>	
5.3	<p>Heather will start work on the Annual Report in the next few weeks. It was felt there should be more photos and to tell a story rather than wordy reports. Heather will work with Mthr Mitzi to compile the report and will be in touch with people to get information from them.</p> <p><b><u>Agreed:</u></b> Report needs to be complete by 29 April</p>	
5.4	<p>The revision of the 2025 Electoral Roll, Heather reported that Bridget was ready with letters and had the dates when notices should be put up and when the roll should be completed. John said there was a link for people to fill in the Electoral Roll, this can be put in the letter and on the Newsletter. John will send the link.</p> <p><b><u>Action:</u></b> John to send the link to Mthr Mitzi and Heather</p>	John
5.5	<p>Heather gave out the forms for Nominations for Church Wardens and Elected PCC members. The PCC are down on the number of members that can be had. We all need to actively encourage people to join. Joan asked if anyone had been approached to be the second Church Warden at St John's. Marion had asked someone, but they were unable to commit at the moment. Mthr Mitzi suggested that people might be more able to help if they were not a full Church Warden, but were able to shadow or assist. A discussion took place about a three year cycle to be on the PCC and a Church Warden. The resolution at the moment is that everyone can stay on the PCC until they wish to come off. It was decided to give this some thought, especially after the AGM and the Away Day and as a Parish this can be discussed along with the Mission Plan.</p> <p><b><u>Agreed:</u></b> 18 April deadline to give back the forms to Heather</p> <p><b><u>Action:</u></b> Give the form to Heather</p>	ALL PCC
6	<p><b>Safeguarding</b></p> <p>Cheryl had no safeguarding issues to report. On 2 February it was Safeguarding Sunday, which was very successful with good feedback. It should have been in November, but it was felt that February worked well and it was good to have the scouts at the service. Cheryl has been strongly advised that all PCC members are DBS checked and have foundation training on safeguarding. Any new PCC members should have the training as a requirement. After the AGM there will be a "new PCC" and therefore a requirement for all members to do the training. The parish needs a new DBS Checker there will be an appeal. Mthr Mitzi reported that a Mothers' Union</p>	

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	<p>initiative have put up notices in toilets to advise anyone who might be suffering from domestic violence of a place they can contact for help.  <u>Agreed:</u> Cheryl to arrange Foundation Training as a group for the PCC Members  <u>Action:</u> Cheryl to arrange the training</p>	Cheryl
7	<p><b>Health and Safety</b>            Cheryl was concerned to see children jumping off pews in the chancel, it was felt that children are under the care of their parents and not a Health and Safety issue for the parish.</p>	
8	<p><b>Mission and Pastoral Work</b></p>	
8.1	<p><b>Youth children and youth ministry and engagement.</b>            The Children’s church is growing and new families are attending Bubble Church. Mthr Mitzi and Gill are attending the Network Day tomorrow – Wednesday 12 February. There was a discussion about how to bring people to church every week, there is competition from sport and other activities, there could be an afternoon session, have a picnic for Bubble Church, need to think what we can offer young people. When we have a Parish Away day this is something to think about.  <u>Action:</u> Parish Away Day – look at Mission Action Plan, Growing our Church, Youth Groups.</p>	
8.2	<p><b>Parish Confirmations</b>            There is a confirmation of six children from St John’s school on Friday 14 February by the Bishop of Edmonton. Mthr Mitzi has booked the Bishop of Edmonton for 23 June 2026 for a Confirmation service. It was felt that having parish confirmations in St Paul’s Cathedral is lovely, but there is a certain detachment from the church family who love to see a confirmation in the church and support the candidates.</p>	
8.3	<p><b>CHiPS Enfield Scheme (Community Help Point)</b>            Enfield Council have invited our parish to be part of the CHiPS scheme. Mthr Mitzi felt that Clay Hill should be part of this, it will not require us to do much more than we already do, but being more aware, listening and helping people who come into our churches. It is a network of safe havens for children, young adults and community members who might feel anxious, threatened or vulnerable whilst out in the community.  <u>Agreed:</u> Clay Hill Parish to be part of the CHiPS Enfield Scheme,  <u>Action:</u> Mthr Mitzi to contact the scheme to let them know.</p>	Mthr Mitzi

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Item		Action by
8.4	<p><b>Lent Course</b></p> <p>The Diocese of London are providing online sessions hosted by our Bishops on Climate Justice and Discipleship for five weeks every Tuesday 7.30pm to 8.30pm. Although the sessions are online Mthr Mitzi would like to hold a group at St Luke's, however for those that are unable to meet physically there is the option of doing it online at home. The sessions will start on Tuesday 11 March.</p>	
8.5	<p><b>Growing Good Course</b></p> <p>The Church Urban Fund (CUF) have developed the Growing Good course to help churches flourish and explore the connection between social action, discipleship and growth. There have been discussions with St Mary Magdalen Church and it is proposed to run the six sessions jointly after Easter on a Monday evening at 7.30pm alternating the venue and lead between St Luke's and St Mary Magdalene starting on Monday 28 April.</p> <p>Peter said that the Warm Welcome will offer light lunches once a month e.g. soup and bread/salads/veggie casseroles.</p> <p>Mthr Mitzi reported that Lavender School and Forty Hall School have asked to use St Luke's church for their Easter services. Vita Pax have also been in contact with Mary and Mthr Mitzi.</p>	
9	<p><b>Finance</b></p>	
9.1	<p><b>Financial Report</b></p> <p>John provided a Commentary on the Accounts for the year ended 31 December 2024. There is a deadline of two years to pay back the £20k loan from Edmonton Area Council, we need to decide when to pay it back. John was thanked for his work on the accounts.</p>	
9.2	<p><b>Stewardship Report</b></p> <p>Marion provided a report from the end of 2024/2025 tax year there will be a change in tax rate from 20% down to 19% which will affect the Gift Aid.</p>	
10	<p><b>Buildings</b></p> <p><b>St John's and St Luke's church, hall and grounds</b></p> <p>Marion said she will get quotes in for the crack in the porch. Ian said there will be a new Quinquennial report. The stonework repairs from the last Quinquennial have been done along with the new bell rope. Many thanks for donations that have been received and Mthr Mitzi has given out letters of thanks. The cost of the repairs is £92.5k however the final figures are to be confirmed.</p>	

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11	<p><b>Social and Fundraising Events</b></p> <p>The May Fayre will now be on Saturday 10 May Cheryl will ask the dance class if they would like to perform at the Fayre, the Scouts to be asked if they can do the BBQ. Two quiz nights have been booked on 26 April and 18 October.</p> <p><b>Action:</b> Cheryl to ask her dance class</p>	Cheryl
12	<p><b>Any Other Business (to be given to the Chair before the meeting)</b></p> <p>There was no Any Other Business.</p>	
13	<p><b>Dates of future meetings for 2025:</b></p> <ul style="list-style-type: none"><li>• Tuesday 29 April – St John’s 7.00pm</li><li>• Sunday 18 May 2025 APCM with election of officers at St Lukes after church</li><li>• Thursday 26 June – St John’s 7.00pm</li><li>• Sunday 28 September – St John’s 11.45am</li><li>• Sunday 30 November – St Luke’s 11.45am</li></ul>	

Signed \_\_\_\_\_ Date \_\_\_\_\_